

**ASSIGNMENT to 7-DAYS ON/7-DAYS OFF SCHEDULE**  
**ALTERNATE WORKWEEK LOA 11-LL-032**  
between the  
**STATE OF ALASKA**  
and the  
**PUBLIC EMPLOYEES LOCAL 71**  
representing the  
**LABOR, TRADES and CRAFTS UNIT**

Department/Division \_\_\_\_\_

Duty Station \_\_\_\_\_

It is agreed the provisions of LOA 11-LL-032 shall apply to the following bargaining unit members:

PCN	Employee Name	Job Classification

The two week work schedule shall consist of six 11-hour days and one 9-hour day for a 75-hour work period. Each workweek must have 37.5 hours designated.

The workweek begins on \_\_\_\_\_ at \_\_\_\_\_ and ends on \_\_\_\_\_ at \_\_\_\_\_.  
(day) (time) (day) (time)

The regularly scheduled days and hours are as follows:

							37.5

							37.5

Management reserves the right to alter this schedule, when necessary, to meet the business needs of the workplace with consideration of the employee's needs, in accordance with the collective bargaining agreement.

This assignment shall be effective on \_\_\_\_\_ and shall remain in effect through \_\_\_\_\_ (no later than June 30, 2012). Either party may cancel upon fifteen (15) calendar days written notice. In the event of cancellation, the affected employee shall return to a normal work schedule on the first Monday after completing a work period, following the required notice period.

**For the Department:**

\_\_\_\_\_  
Employee's Supervisor

\_\_\_\_\_  
Date

**For the State of Alaska:**

\_\_\_\_\_  
Human Resource Manager (or designee)

\_\_\_\_\_  
Date

HR Service Center

cc: Public Employees Local 71/LTC